



**TWIN OAKS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

**DATE:** May 27, 2025

**PLACE:** Jordan Elementary School located at 17800 West Oaks Village Drive, Richmond TX 77047

**ATTENDING:** Robert Tice, President  
Sylvie Elmer, Vice President  
Carrie McDonald, Treasurer  
Adeyinka Koiki, Director  
Jennifer Gonzalez, C.I.A. Services, Inc.  
Alexandria Bakeman, C.I.A. Services, Inc.  
Laurel Jackson, C.I.A. Services, Inc.  
53 Owners present in person, by proxy, absentee ballot, or electronic ballot

**ABSENT:** Danny Handshoe, Secretary

**Call to Order**

*As outlined in the July 3, 2014 Amendment to the ByLaws, the presence of 10% of the membership shall constitute quorum. If, however, quorum is not present, the members present and entitled to vote thereat, shall have the power to adjourn the meeting, without notice until a quorum shall be present. With respect to the act of electing a director or directors, the meeting shall be reconvened immediately following its adjournment and the persons in attendance in person, by proxy or by absentee or electronic ballot at the reconvened meeting shall constitute quorum sufficient to elect directors.*

Therefore, with only 53 owners present in person, by proxy, absentee ballot or electronic ballot, the annual meeting was adjourned and reconvened at 7:14 p.m. for the purposes of the election of three director positions.

**Welcome & Introductions**

President Tice welcomed everyone and introduced the board members and CIA Services staff.

**Guest Speakers**

Constable Citizen, Quincy, Jerome and Hansen were present at the meeting. Constable Quincy gave a quick presentation regarding the copy of the April 2025 statistics that they handed out to residents. He also clarified specific situations regarding the incidents of robbery and assault that occurred in the precinct.

**Candidate Introductions**

The candidates running for the three open Board of Director's positions were introduced. Erica Ademoji, Thomas Ambalaveli and Uche Igodan were present and introduced themselves. All ballots were collected and counted.

**Board of Director Reports**

Board accomplishments and highlights were presented by President Tice.

Review of the handout, including the financial report was presented by Community Manager Jennifer Gonzalez.

An update on Big Oaks MUD was presented by Sonyan Stephens.

**Open Forum**

The floor opened for general discussions that included: discussion regarding the amount spent on legal fees and violations that are occurring in the neighborhood.

**Election Results**

Daniel Handshoe was elected to serve on the Board of Directors until the 2028 Annual Meeting.

**Adjourn**

With no further business to come before the board, the Annual meeting adjourned at 9:26 p.m.



Prepared by:

Jennifer Gonzalez, Community Manager  
C.I.A. Services, Inc.

Approved at the June 24, 2025 workshop meeting of the Board of Directors.

Signed by: \_\_\_\_\_  
Approved by:  \_\_\_\_\_  
Secretary